



## OFFICE OF COURT ADMINISTRATION

David Slayton  
Administrative Director

### JOB VACANCY NOTICE

**Posting Date:** April 14, 2021

**Job Listing Identification Number:** 14482184

**State Job Title:** Programmer IV

**Agency Job Title:** Programmer IV

**Monthly Salary:** \$6,100.00- \$7,100.00

**Remarks:** Salary commensurate with experience.

**Closing Date:** Until Filled

**State Class. No. and PayGroup:** 0244/B25

**FLSA Status:** ☒ Exempt ☐ Non-Exempt

**Location:** Austin, Texas

**Type of Job:** ☒ Full Time ☐ Part Time

**Travel Required:** ☐ Yes ☒ No

#### Job Description:

Performs advanced (senior-level) computer programming work. Work involves analyzing requirements, designing, developing, and testing complex computer applications including (but not limited to) client/server applications, web applications and cloud-hosted applications. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

#### Essential Job Functions:

- Performs coding, testing, and debugging of programs as directed in an iterative programming environment.
- Works with analysts to prepare test data from various sources to properly test a system.
- Develops diagrams and flowcharts used to represent operations and data flow for applications.
- Uses WinForms for developing rich internet and standalone client applications.
- Performs detailed analyses, designs, plans and verification procedures for existing and proposed computer applications.
- Works with the team to perform the technical research and the analysis required for systems modifications, and new projects.
- Assesses future information requirements and develops goals and objectives for the improvement and use of an efficient and cost-effective systems.
- Performs the analysis of proposed computer applications in terms of bandwidth, disk, and system requirements.
- Performs the analysis, review, and revision of programs to increase operating efficiency or to adapt new procedures.
- Develops and implements specialized programs to supplement and enhance systems software.
- Troubleshoots and recommends solutions to system software production issues.

- Assists in the generation or installation of systems software.
- Completes assigned tasks in a timely manner and communicates status to the Project Manager or Manager as appropriate.
- Performs related work as assigned and complies with all OCA policies.

**Minimum Qualifications:**

- Graduation from an accredited college or university with major coursework in computer science, data processing, management information systems, or a related field; may substitute four years full-time experience for required education on a year for year basis.
- Five years programming experience in a current Microsoft Stack environment (such as WinForms, C#, .Net and SQL Server).
- Skill in problem solving, in critical thinking, in computer programming, in the use of computer hardware and software, and in modifying or developing programs for computer applications.
- Ability to process information logically; to design programs and systems logic; to prepare program specifications; to code, test, and debug computer programs; to interpret technical information related to computer programming and other areas of data processing; to communicate effectively.

**Preferred Qualifications:**

- Recent experience in Agile or Iterative Software development.
- Knowledge of Aspose.Total, DevExpress, Constant Contact and/or PowerShell.
- Knowledge of the Texas Judicial Branch.

**Employment Conditions:**

- Criminal background check required.

**Note:**

The following Military Occupation Specialty (MOS) codes are generally applicable to this position. Applicants must fully complete the summary of military experience applicable to the position to determine if minimum qualifications are met.

25B, IT, ISM,0673, 3DoX4

Additional Military Crosswalk information can be accessed at

[http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC\\_InformationTechnology.pdf](http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_InformationTechnology.pdf)

**To Apply:**

**All applications for employment with the Office of Court Administration must be submitted electronically through [www.WorkinTexas.com](http://www.WorkinTexas.com).**

Applications must be complete, including start and end dates of work experiences. Following a screening of applications, interviews of qualified applicants who have submitted a completed state application will be scheduled.

An applicant's response to the question regarding Former Foster Youth on the state application is optional if you are applying for employment with the Office of Court Administration.

The Office of Court Administration is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in employment or in the provision of services. In compliance with the Americans with Disabilities Act, any request for reasonable accommodations needed during the application process should be communicated to Human Resources. 1-800-RELAY TX (for hearing impaired).

The Office of Court Administration participates in E-Verify and will provide the Social Security Administration, and, if necessary, the Department of Homeland Security, with information from each new employee's Form I-9 to confirm work authorization.

Section 651.005 of the Government Code requires males, ages 18 through 25, to provide proof of their Selective Service registration or of their exemption from the requirement as a condition of state employment.